

SAFETY COMMITTEE/INFECTION CONTROL MINUTES

9/30/08

Attendees: David Mitchell, Cindy Bronson, Steve Barden, Mary Ellen West, Brenda Wetmore, Eyvette Santamore, David Boland, Jenny Roggensack, Patricia Kennedy

Emergency Response Group

David Mitchell said that they would submit the guidelines to Leadership. Brenda had mentioned an incident that had taken place the night before and there was some concern on how quickly response time was between the time it was paged out to when the MD's received the page which was about three minutes later. It appears the phone lines are slower for response than the web so something needs to be implemented for quick response. Patricia will talk to Deana and present to committee next meeting.

Action:

- Implementation of Voice Pagers has minimized delay time

Dispatch wipes

No further action on the wipes but David did bring up the question if there is bleach in Clorox wipes and that there should be a comparison to Clorox wipes verses the Dispatch wipes. That topic to be discussed in the next meeting.

Action:

- Continue use of Dispatch Wipes

New knives for the cooking group

According to Dave Boland there are no new knives used yet he also said that in order for allowing the knives there would have to be a policy and procedure in place before any further action can take place

Action:

- Report back next month

Emergency Drills

David Mitchell reviewed September's emergency drill that was done in the Treatment Mall and discussed that the drill went very well. All staff said the response had enough people and was timely.

Lessons Learned /Changes Made:

- Staff awareness of the Medic Alert bracelet, that no one saw it. Patient's are not allowed to have them but staff members might, staff were cautioned to be alert to this.
- Discussion on having a portable phone readily available which could be utilized to be more efficient.
- Discussed the possibility of a glucometer in the Treatment Mall which was recommended.

Treatment Mall Backpacks:

The question was asked if all the contents were comparable, it was suggested that adding oxygen. The contents of the backpacks are good.

Materials found in Shredding:

Audrey McGreevey who does a majority of the shredding from recycling brought to the committee's attention that there are a lot of different items in the bin such as napkins, tissues, gloves, gum, food, and many other items. Some suggestions were to have three sets of bins for paper, plastic, recycling. Another suggestion was to have a bin with a cover and a lock so only certain people could use it. The other suggestion was a bin with a cover and a slit for the paper. The safety officers will remind staff that the bins are strictly for paper.

Work Orders

Many people who need to issue a work order are not aware of how to fill out the form electronically. There seems to be an issue on communication. Although Steve Barden did mention what a great job the BGS does and how prompt and helpful they are.

Other Items:

Steve Barden had a few items, one was he requested new paper towel holders for the units. Also he asked if the fire drills could be cut back, he feels that they are spending a good amount of time considering all three units have to do a drill each month. He suggested that possibly staff could rotate shifts. There was mention of wheelchairs are stored down in housekeeping. A good majority of them are broken and cannot be repaired. What should be done with them? Last item, "Posie" Do they use them? Eyvette will follow up with Fran.

Next meeting in November 25, 2008